

**LUXULYAN NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP****REPORT OF A MEETING HELD ON TUESDAY 19<sup>TH</sup> SEPTEMBER 2017**

**Present:** Robin Stephenson (RS) - Chairman; Nick Legard (NL) - Vice-Chairman; Mick Coleman (MC); Simon Hall (SH); Francis Payne (FP) - Luxulyan Parish Council; Sue Perry (SP) - Luxulyan Parish Council; Roger Smith (RSm); Tony Lee (TL).

**Apologies:** Judy Kosh (JK); Dave Bunt (DB).

1. There had been no offers to take on the post of Treasurer. The role was unlikely to be onerous and could, for the time being at least, be covered by committee members.
2. SP reported that there had been some interest in the Facebook page. The local Cornwall Councillor, Sally-Anne Saunders, had been sharing the page.
3. As agreed, RS, NL and RSm had met regarding the public consultation and grant application. The committee confirmed that the practice of having these smaller meetings was useful since it lent itself to carrying out various tasks.
4. A replacement Secretary was needed as JK would be unable to continue in the role after October.
5. RS reported that the questionnaires had been posted. To raise local awareness there had been exhibitions at the recent Seed and Plant Swap in Luxulyan Institute and at the Friends of Luxulyan Valley's 20<sup>th</sup> Anniversary event at the Village Hall. A meeting would be held between RS, NL and RSm before the questionnaires were returned. Although the questions primarily concerned planning matters, it was thought that useful information relating to other aspects of life in the parish would be obtained, e.g. the needs of vulnerable people. RS intended to contact County Hall to find out how many forms had been returned so far.
6. NL introduced Tony Lee (TL). He had a planning background and was well-versed in relevant local authority matters, such as housing. He was currently involved in assisting Lanlivery Neighbourhood Development Planning Group in writing its plan. He confirmed that he would be prepared to assist in writing the Luxulyan plan. He would charge £50 per hour and anticipated that 20 hours work would be involved. It was agreed that engaging the services of TL would be a good idea. It would be sensible to draw up a contract and to cap the number of hours to 20. NL to contact TL and draft contract.
7. A grant worth £3,010 had been received. There was some flexibility in how the remainder could be spent because of the savings so far on items such as hospitality, posters and display boards.
8. NL confirmed that the installation of broadband in the Institute was nearly complete.

9. The project plan was reviewed. It was hoped that there would be time to analyse the returns before the next meeting on 17<sup>th</sup> October 2017 and for a draft plan to be presented to Luxulyan Parish Council in December 2017. Feedback from the questionnaires would be published in the next edition of *Granite Towers*.

**10. Date of next meeting:**

Tuesday 17<sup>th</sup> November 2017, in Luxulyan Institute, starting at 6.30 p.m.